

**Town of Newington CIP Committee
Conference Room L101, Town Hall
Minutes of Wednesday, December 18, 2013 Meeting**

1. Marc Finkelstein called the meeting to order at 4:38 p.m.

2. Roll Call - Members Present: T. Borjesen, Town Council
 C. Castelle, Town Council
 M. Finkelstein, Board of Education
 R. Tofeldt, Board of Education

Members Absent: M. Klett,, Town Council
Others Present: Mayor Stephen Woods
 W. Collins, Superintendent of Schools
 A. Harter, Director of Finance
 L. Jachimowicz, School Business Manager
 L. Rydecki, Deputy Finance Director
 J. Salomone, Town Manager

3. Public Participation – None

4. Election of Chairperson – C. Castelle nominated Terry Borjeson as chairperson. Motion seconded by M. Finkelstein. Motion passed 4-0.

5. Minutes Of Previous Meeting - T. Borjesen moved to accept the minutes of the March 14, 2013 meeting as submitted. Motion seconded by M. Finkelstein. Motion passed 4-0.

6. New Business - Review of Capital Improvement Policy

Copies of the Council Adopted Long Range Capital Improvement Plan FY 2013-14 through FY 2017-18 were distributed. John Salomone gave an overview of the Capital Improvement Policy. An explanation was given on the components of the \$6.3 million threshold that is budgeted annually for Pay As You Go and Debt Service. C. Castelle asked for the General Fund Budget total at the time of the Debt Capacity Study done in June 2002. After researching on the Town website, W. Collins said the General Fund Budget in 2002 was \$68.4 million. The current general fund budget is over \$100 million. J. Salomone explained the available amount for Debt issuance in the coming years and described the procedure that as future debt payments increased the amount available for Pay-As-You-Go projects would decrease. There was a brief discussion on the bond financing of school projects and school building grant progress payments. All present agree that much communication with the public is necessary so there is an understanding that any future bonding will not increase taxes since future payments are included in the annual \$6.3 million CIP budget. A brief explanation was given about the funding mechanism for the Equipment Reserve. J. Salomone talked about the mandated CIP projects – the Recycling Lease, the Marcap land purchase and the Public School CIP Fund. He will present a list of proposed projects to the committee in the next couple weeks.

7. Public Participation – Rose Lyons, 46 Elton Drive: Requested that there be copies of all handouts available for the public at these meetings. Also had trouble finding the agenda and minutes on the Town website. She wanted to clarify the CIP process from beginning to end and briefly described the process. J. Salomone responded that her understanding of the process was correct. She agreed that the community needs to be educated about adding to the Town's debt service. She also requested a table be put out for reporters at meetings and that there be a clock visible for the public.

8. Next Meeting – January 9, 2014 at 4:30 P.M.

9. Motion to adjourn- M. Finklestein; Second- T. Borjesen- motion passed to adjourn the meeting at 5:55 p.m.

Respectfully submitted:


Ann Harter, Director of Finance